

MINUTES
Community Center Advisory Board
Village of Key Biscayne, Florida
Thursday, June 23, 2005

Key Biscayne Community Center
10 Village Green Way

7:00 P.M.

CALL TO ORDER/ROLL CALL OF MEMBERS: The meeting was called to order at 7:15 PM. Present were board members Carlos Batlle, Sixto Campano, Bonnie Cooper, Jim Leavitt, Catherine Dowd and Dona Rice. Also present were staff members Todd Hofferberth and Maite Miyares.

Mr. Leavitt made a motion to approve the May 12th meeting minutes. Mr. Battle seconded the motion, the motion was unanimously approved.

Community Center Update:

Zoom construction will begin on Monday. The wallpaper in the Arts and Crafts Room is up. The theater permit is going through the building department. The comment cards have been filled out, one of the main complaints is the volume of TV's in the weight room. Mr. Hofferberth presented the e-mail campaign. Additional spinning bikes will be purchased. Sabia Communications has been contracted for the renewal campaign.

Ballard Report:

The committee discussed the maintenance week shut down, if and when it should happen. Mr. Hofferberth suggests that during the first year we do not shut down for one week. Mr. Hofferberth discussed the six month employee evaluations and that they will happen in the near future.

Budget Report:

The committee discussed the 2006 Community Center Budget. The committee discussed the Building Maintenance budget. The committee discussed the expenditures and revenues of the Community Center. The committee strongly advises to the Village Council and Manager that the fees for the Community Center should not be increased for the coming year. The motion was unanimously passed.

Memorandum of Understanding:

Mr. Hofferberth reported that the Memo of Understanding between the Key Biscayne Community Foundation and the Village of Key Biscayne was approved by the Village Council.

Programming:

Ms. Dowd suggested more fitness classes on the weekends. Mr. Leavitt feels we need to promote birthday parties and trainers.

Marketing:

The committee would like to have a meeting solely on the renewal campaign.

Building Update:

The tiles on the expansion joints are cracked. The stairs are in poor condition.

The meeting was adjourned at 8:45 PM by Mr. Battle.

The next meeting will be scheduled for July 14, 2005.